

**MINUTES OF THE COMMON COUNCIL
WORK SESSION
October 15, 2013
City Council Chambers – Rouss City Hall**

DRAFT

PRESENT: Councilor Evan Clark, John Hill, John Tagnesi and Ben Weber; Vice-President Milt McInturff; Vice-Mayor Les Veach; President John Willingham (7)

ABSENT: Councilor Jeff Buettner; Mayor Elizabeth Minor (2)

1.0 Call to Order – President Willingham called the meeting to order at 6:00 p.m.

2.0 Public Comments: (Each person will be allowed 3 minutes to address Council with a maximum of 10 minutes allowed for everyone)

No citizens came forward to address Council and the President declared the public comment period closed at 6:00 p.m.

3.0 Items for Discussion:

3.1 Presentation – Millwood Avenue Landscape Design

Planning Director Tim Youmans presented a draft resolution to accept the design plan from Shenandoah University for the Millwood Avenue Landscape.

Mitch Moore, Vice President for Advancement at Shenandoah University, presented the timeline for the detailed plan for the eastern gateway and showed a video of what the landscape would look like. He stated the stone walls would be 3 feet high and would roll with the topography. New street trees would be planted along the roadway including on the west side of Apple Blossom Drive. The graphic on the gateway sign will be of the City's design.

President Willingham asked that any material deviation be brought back to Council.

Vice-President McInturff moved to forward the resolution to Council. *The motion was seconded by Councilor Hill then approved 7/0.*

3.2 Presentation – Waste to Energy Project & Resolution for Bond

Utilities Director Perry Eisenach stated over the past year, the Frederick-Winchester Service Authority has been putting together a large capital

improvement project called the Waste to Energy project. Council has in front of them a resolution that will provide consent for any new debt that the FWSA takes on.

Jesse Moffett, Director of the Frederick-Winchester Service Authority, presented the Opequon Waste to Energy project. He stated the problem the FWSA will be facing in the next 20 years is the operation costs are expected to triple. That cost will need to be taken on by those served in Winchester and Frederick County. He stated 62% of the costs will be from consumables such as electricity, the landfill, and chemicals. Over the last 10 years, the landfill costs have increased 277%, the electric 105%, and the chemicals 120%. The FWSA has no control over these costs. Consumption has only gone up 3% in that same time period. He stated the FWSA will need to spend \$26 million over the next 20 years to upkeep the facility. This new plan will cover that cost. The objectives of the project are a fully upgraded facility, a savings of \$20 million, the reduced need for rate increases, and economic development capabilities.

Councilor Clark moved to forward the resolution to Council and requested FWSA utilize their reserves on the project. *The motion was seconded by Councilor Tagnessi then approved 7/0.*

3.3 Presentation – Market Analysis

Economic Redevelopment Director Jim Deskins presented an updated market analysis for the City of Winchester. He stated the conclusions have shown that jobs are the driving factor for the demand. The market has returned to a place where all of the jobs lost in the economic down turn have been replaced and is moving forward. The household formation increased during the recession due to people doubling up but that is expected to return to normal. It was determined there are 5,000 people with incomes of \$40,000 in the rental market. That number is expected to increase to 6,000 people causing the demand to increase to 900 units. His goal is to capture Winchester's portion of the market share. He wants to focus on Ward Plaza to remove the blight from 14 years of being vacant.

3.4 Old Town Special Events

Downtown Manager Jennifer Bell presented updates on the events held to date in Old Town and the contract with Full Circle Marketing. She stated there were 6 new events held this year through the contract including Friday Night LIVE, Rockin Independence Eve, the Salute to the Troops, Downtown Tailgate party, and OctoBEER Fest. The participation numbers for each event ranged from 1,200 to over 5,000 people. The Parking Authority has seen an increase in revenue of \$3,000 over 2012. There has also been an increase in meals tax of \$35,800 from June to September over 2012. She stated the vibe of downtown is changing with younger people, more shoppers, more diners, and more events.

Councilor Hill expressed his concerns with the media campaign and with not reaching other cultures in this community.

Vice-Mayor Veatch stated he would like to see data from the other taxes collected besides the meals tax.

Councilor Weber expressed his concern that the contract was for city wide events and he is not seeing that being explored.

President Willingham expressed his concern regarding comments he has received that the events are not family friendly.

3.5 Motion to authorize the adoption of the Juvenile Detention Center agreement

Erin Maloney, Superintendent of the Juvenile Detention Center, presented the new agreement with the Juvenile Detention Center. She stated the 1996 original agreement listed the City of Winchester as the operational controller of the JDC to include fiscal capabilities and Human Resources services. In 2004, the commission gave operational control back to the detention center which eliminated the Human Resources services. This new MOU would allow Human Resources to conduct searches for employees, conduct job interviews, and provide recommendations and hiring assistance. They would also be able to provide advice and assistance on personnel policies and conduct grievance procedures. The City's Comprehensive Employment Management System would be adopted by the Commission and enforced on the JDC employees.

Councilor Clark moved to forward the agreement to Council. *The motion was seconded by Vice-Mayor Veatch then approved 7/0.*

3.6 Discussion for Strategic Plan Retreat in December

Assistant City Manager Doug Hewett stated the Strategic Plan retreat has been scheduled for December 10-13, 2013. The telephone interviews with the consultant, Lyle Sumek, will begin on November 11th. Tuesday, December 10th, and Wednesday, December 11th, will be half days with staff and December 12th and 13th will be with Council. He asked Council to mark their calendars for 12:00 p.m. to 7:30 p.m. on Thursday, December 12th, and 8:00 a.m. to 12:00 p.m. on Friday, December 13th.

4.0 Executive Session

4.1 MOTION TO CONVENE IN EXECUTIVE SESSION PURSUANT TO §2.2-3711(A)(7) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF RECEIVING LEGAL ADVICE AND STATUS UPDATE FROM THE CITY ATTORNEY AND LEGAL CONSULTATION REGARDING THE SUBJECT OF SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY THE CITY ATTORNEY AND MATTERS OF ACTUAL OR PROBABLE LITIGATION AND PURSUANT TO §2.2-3711(A)(29) FOR THE PURPOSE OF DISCUSSION OF

THE AWARD OF A PUBLIC CONTRACT INVOLVING THE EXPENDITURE OF PUBLIC FUNDS, INCLUDING INTERVIEWS OF BIDDERS OR OFFERORS, AND DISCUSSION OF THE TERMS OR SCOPE OF SUCH CONTRACT, WHERE DISCUSSION IN AN OPEN SESSION WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE PUBLIC BODY AND PURSUANT TO §2.2-3711(A)(6) FOR THE PURPOSE OF DISCUSSION OR CONSIDERATION OF THE SUBJECT OF THE INVESTMENT OF PUBLIC FUNDS WHERE COMPETITION OR BARGAINING IS INVOLVED, WHERE, IF MADE PUBLIC INITIALLY, THE FINANCIAL INTEREST OF THE GOVERNMENTAL UNIT WOULD BE ADVERSELY AFFECTED.

Vice-Mayor Veach moved to convene into executive session at 8:16 p.m. *The motion was seconded by Councilor Hill then approved 7/o.*

Vice-President McInturff moved to reconvene in open session at 9:28 p.m. *The motion was seconded by Councilor Tagnesi then approved 7/o.*

Upon returning, each member certified that only public business matters lawfully exempted from open meeting requirements of the Virginia Freedom of Information Act were discussed during the closed meeting, and that only those public business matters identified in the motion which convened the closed meeting were heard, discussed, or considered during the closed meeting.

A roll call vote was taken, the ayes and nays being recorded as shown below:

| <u>MEMBER</u> | <u>VOTE</u> |
|--------------------------|--------------------|
| Councilor Buettner | Absent |
| Councilor Clark | Aye |
| Councilor Hill | Aye |
| Vice-President McInturff | Aye |
| Mayor Minor | Absent |
| Councilor Tagnesi | Aye |
| Vice-Mayor Veach | Aye |
| Councilor Weber | Aye |
| President Willingham | Aye |

5.0 Liaison Reports

Councilor Tagnesi reported the Planning Commission approved the Cedar Creek complex today with any abstentions.

Councilor Willingham reported the School Board met last night to hear the two proposals for John Kerr Elementary School and will meet again next week so they are still on track for a decision.

6.0 Monthly Reports

7.0 Adjourn

Councilor Weber moved to adjourn the meeting at 9:29 p.m. *The motion was seconded by Councilor Tagnesi then approved 7/0.*